

**STATE OF WISCONSIN
STATE ACCOUNTING MANUAL**

SECTION:	III General Accounting	EFFECTIVE DATE:	July 1, 1993
SUB-SECTION:	5 - Monitoring Appropriations	REVISION DATE:	July 1, 1993
SUBJECT:	Policy and Procedure	PAGE:	1 of 1

Monitoring Program Revenue Appropriations and Appropriation of Segregated Revenues from Program Receipts

It is the responsibility of each state agency which administers a program revenue appropriation or an appropriation of segregated revenues from program receipts to continually monitor such appropriations, and assure that any deficits (negative cash balances) are offset by the current, realizable value of accounts receivable, inventories, work in process or other assets as specified in ss. 20.903(2).

As part of the quarterly reconciliation process, a Statement of Program Revenue Overdraft Coverage (SPROC) shall be filed with the Department of Administration (DOA) for any such appropriations having a deficit balance of \$250,000 or more. A SPROC shall be filed, on or before the second Friday in September, for all such appropriations having a deficit balance at the end of the fiscal year, regardless of the amount thereof.

If there are insufficient moneys, accounts receivable, inventories, work in process or other assets as determined by ss. 20.903(2) to cover anticipated expenditures under a program revenue appropriation or an appropriation of segregated revenues from program receipts, plans to assure that sufficient moneys, receivables, or assets are available to meet projected expenditures shall be submitted to the DOA.

The DOA shall review the SPROC submitted by state agencies; either approve, disapprove with modifications any related plans to meet projected expenditures; and report to the joint committee on finance, as provided under ss. 16.513(2), on any projected insufficiency of program revenues or segregated revenues from program receipts to meet expenditures.
